

**STATE ENHANCED 9-1-1  
ADVISORY COMMITTEE  
MEETING MINUTES  
JULY 18, 2002**

**Members Present:**

Chair, Chris Fischer, *Association of Public-Safety Communications Officials-International Inc (APCO)*  
Mike Akin, *Association of Washington Cities - West*  
Dan Aycock, *Member at Large*  
Rebecca Beaton, *Washington Utilities and Transportation Commission (WUTC)*  
JoAnn Boggs, *Washington Emergency Management Association (WSEMA)*  
Bob Connell, *Verizon*  
Patricia Danner, *Large Urban Counties - East*  
Marlys Davis, *King County*  
Bill Graedel, *Washington State Association of Counties – East*  
Jon Kaino, *Washington State Association of Counties – West*  
Marty Knorr, *Washington State Patrol*  
Dan LaRoche, *Washington Association of Sheriff's and Police Chiefs*  
Lynn Mell, *VoiceStream Wireless*  
Jim Potts, *Fire Protection Policy Board*  
Jim Quakenbush, *National Emergency Number Association (NENA)*  
Markus Volke, *Qwest*  
Marj Williams, *Large Urban Counties - West*  
Naomi Wu, *Small Rural Counties - West*

**Alternate Members Present:**

Jerry Newcomer, *Washington State Ambulance Association*  
Steve Reinke, *Small Rural Counties - East*  
Patti VonBargen, *Association of Washington Cities - East*

**Guests Present:**

Pam Boad (*Mason*), Richard Kirton (*Kitsap*), Tracy Stringer (*Jefferson*), Doug Gehrke, Ben Keller (*Garfield*), Dave Griffith (*WUTC*), Dwight Robanske (*Columbia*), Lisa Heinrich (*Columbia*), Diane Harrington (*Verizon*), Cory Ahrens (*WCJTC*), Chris Mace (*Klickitat*), Penelope Cassidy (*E911 Office*)

**County Coordinators Present:**

Eileen Ervin (*Chelan*), **Naomi Wu** (*Clallam*), Roger Trump (*Columbia*), Dennis English (*Douglas*), Rose Parr (*Ferry*), Virginia Boyd (*Garfield*), Mary Allen (*Grant*), Peggy Fouts (*Grays Harbor*), Tom Shaughnessy (*Island*), **Marlys Davis** (*King*), **Steve Reinke** (*Kittitas*), Cathy Bevans (*Klickitat*), Lanette Scapillato (*Lewis*), Dee Ann Edwards (*Lincoln*), **Mike Akin** (*Mason*), Connie Humphrey (*Okanogan*), Stephanie Fritts (*Pacific*),

**JoAnn Boggs** (*Pend Oreille*), John Wilding (*Pierce*), Rod Weise (*San Juan*), Deb Welsh (*Skagit*), Dave Cox (*Skamania*), **Marj Williams** (*Snohomish*), **Jim Quackenbush** (*Thurston*), Sandra Saffell (*Walla Walla*), and Rick Sucee (*Whatcom*).

**State Office Staff Present:**

Dave Irwin, Kurt Hardin, and Catherine Bartholomew.

**Welcome and Introductions:**

Chris Fischer called the meeting to order at 9:35 am. Members and guests introduced themselves. Chris announced that parking passes need to be placed in your vehicle to avoid getting a ticket. She asked that all County Coordinators sign-in on the County Coordinator sheet and please wear a nametag. The guest sign-in sheet is for guests.

**Review and Approval of the Minutes (June 13, 2002):**

**Dan Aycock** motioned to approve the minutes from the June 13, 2002 meeting as written.

**Dan LaRoche** seconded the motion. *The motion carried.*

**Old Business:**

Kurt stated that the old business regarding the tabled motion would be addressed under the Contract Issues. Kurt introduced the five new members on the Advisory Board. Rebecca Beaton for Washington Utilities and Transportation Commission and Bob Williamson will be the alternate representative. Markus Volke representing Qwest and Jeff Glenn will be the alternate. Debra Willis will be the alternate to Marty Knorr representing the Washington State Patrol.

**SUBCOMMITTEE REPORTS:**

**Wireless – Marlys Davis**

Marlys stated that the Wireless workgroup met on July 11<sup>th</sup>.

*Phase I service agreement:* Marlys sent out the amendments to the Cost Recovery Language of the Phase I service agreements that incorporated HB 2595. Agreements with the amended language have been finalized with AT& T Wireless, Cingular, Inland Cellular, Sprint PCS, VoiceStream, Qwest Wireless and Nextel.

Marlys reported that the counties have raised some concerns with the Phase I Service Agreements. The first issue is that the Legislation takes effect January 1, 2003, but the State E911 Office has reported that the Washington Administrative Code (WAC) specifying the rules for state wireless 911 excise tax distribution will not be completed for at least a year. Therefore the state funds will not be available until July of 2003. The current Cost Recovery section in the Agreements specifies that carrier cost recovery is effective January 1, 2003, which leaves a six-month gap of no funds from the state. The current standard boilerplate Phase I Service Agreement was distributed **[Encl 1]**. Marlys directed the committees' attention to page 10, section 17.2, where she drafted an amendment to address this issue. The amendment states that if the County requires assistance from the state 911 excise tax, carrier cost recovery will not commence until the state assistance is available through a contract between the County and the state.

The second issue is that there may not be enough funds generated by the local and state 911 excise taxes on radio access lines to cover all the county, carrier, and LEC charges. There has been some additional Phase I cost components identified. Specifically, the LEC charges for selective router features and ALI database upgrades, and LEC charges for the network between the carrier's MSC and the 911 selective router. The costs for these are not known at this time

and that these will add up to significant additional costs that were not anticipated. In addition, carrier rates for Phase I service are higher than had been projected during the Legislation Cost Study. All of these factors have resulted in a substantial increase in the cost of Phase I.

Marlys referred to section 11, which talks about the Termination language, which states that if there are insufficient funds to cover the cost of the service, the Agreement will be terminated. Marlys proposed adding language to the Cost Recovery Section and will be meeting with her prosecutor to discuss this. The carriers are taking this information back to their companies and talking too. Discussion ensued regarding these issues. Marlys stated that all the counties had been sent a cost spreadsheet and requested that they fill it out and send it to the state office immediately so that these costs may be calculated to determine the funding situation. Marlys stated as of yesterday only six counties had submitted their spreadsheets. Those counties are Columbia, Cowlitz, Island, King, Lewis and Snohomish.

*Phase I Cost Estimates:* Marlys stated that she has received responses from all the carriers except for one, US Cellular. Those rates were sent out to the counties via certified letter from the State Office to assure confidentiality. To figure out what the counties cost would be for the carrier rates, you would either apply the per subscriber charge or the per cell site charge. Marlys also sent the counties a Phase I Cost spreadsheet that contains all the elements that are needed for Phase I and information on how to calculate each county's cost for each of the elements.

*Qwest Wireless Tariff:* Qwest refiled their tariff to allow the counties to purchase the selective router and ALI features for the trunks from the wireless carrier MSCs using the wireline rate element. Their tariff was approved at the Washington State Utilities and Transportation Commission hearing on July 10<sup>th</sup> and becomes effective on July 26, 2003. This will reduce the cost of these features in counties served by Qwest by about 50% statewide. In order to take advantage of this option, the counties must provide the wireless subscriber count for each carrier to Markus Volke at Qwest when they implement Phase I, and then an aggregate subscriber count for all carriers in the county on an annual basis. The counties will provide this information using subscriber counts from the wireless 911 tax records. When this option was proposed, Marlys emailed all of the carriers to ask if it was acceptable for the counties to provide subscriber counts for this purpose. Four of the carriers responded that this was acceptable, and no other carriers responded.

*Phase I implementation status:* The Phase I status spreadsheet was handed out. **[Encl 2]**. Doug Gehrke has stated that there were no changes to the Phase I status spreadsheet since the last update. Any updates should be provided to him.

*Tax Ordinances:* All the counties should be working on passing their tax ordinances to increase the wireless tax. So far only these counties have passed their ordinances; Pacific, Whitman, Clark and Asotin. Chelan, Clallam, Columbia, Cowlitz, Douglas, Ferry, Franklin, Garfield, Grant, Grays Harbor, King, Klickitat, Lincoln, Pend Oreille, Pierce, San Juan, Skagit, Skamania, Snohomish, Thurston (no decision), Wahkiakum, and Walla Walla all plan on having it in place by October. There is no word on Adams, Benton, Island, Jefferson, Kitsap, Kittitas, Lewis, Mason, Okanogan, Spokane, Stevens, Whatcom, and Yakima. This report came from Jim Potts from the Association of Counties.

*Default Routing:* Marlys raised the issue of default routing for Phase I. There are two different types of default routers. One is by trunk group, in which counties are asked to designate a PSAP in their county to receive defaulted 911 calls. The other type of default routing is for an entire MSC, for the rare instances when the SS7 network between an MA and the third party

vendor fails. For this case, one PSAP must be designated as the default PSAP for the entire area served by the MSC, which could be statewide or even multi-statewide. In addition, training and information must be provided to the PSAP so that if they receive a default routed call from another area, they can appropriately transfer the call. Using the largest Washington State Patrol PSAP as the default was discussed. Since state 911 funds have purchased the E911 equipment for the State Patrol PSAPs, this appeared to be a viable option. The state office will take this into consideration when re-writing the WAC and Marty Knorr stated that he would have to have some more information before he said yes or no to this. This issue will be looked into.

*Place of Primary Use:* The "Place of Primary Use" established in federal law for wireless billing purposes will be implemented in August 2002. The physical home or business address typically becomes the Place of Primary Use. Subscribers will be asked if the billing address is the location where the phone is primarily used. This was established in federal law to eliminate wireless users being subject to taxes wherever they used the wireless service. Now they will only be taxed based on the designated Place of Primary Use. Counties may see some adjustments in subscriber counts as this is implemented.

*Phase II issues:* Marlys reported that the Qwest ALI database upgrade for the E2 Interface was suppose to be completed by June, but it has been moved to the first of September. Mike Fagan will be checking on the status of the E2 Interface for Sprint.

Marlys reported that the wireless workgroup has been meeting on the second Thursday of every other month. There was a group consensus that they should go back to meeting every month. The meeting schedule for the rest of the year is as follows: September 12<sup>th</sup>, October 10<sup>th</sup>, November 14<sup>th</sup>, and December 12<sup>th</sup>.

#### **Training:**

Chris Fischer reported on the Washington State Criminal Justice Training Commission's Quarterly Report from April – June of 2002 [Encl 3]. Peggy Fouts wanted to thank Cory Ahrens for all her hard coordinating the training for the Summer APCO Training Conference, in Wenatchee, Washington.

#### **STATE OFFICE REPORTS:**

##### **Financial Status:**

Catherine Bartholomew reported on the State Office Financial Status [Encl 4-7].

##### **Contract Issues Raised:**

Kurt Hardin stated that this represents the requested funding for the current fiscal year (FY03), *this is state dollars only* after the local fifty-cents is spent. [Encl 8]

Priority 1 – Statewide dialing	\$2,501,849
Priority 2 – Basic Service	\$4,684,324
Priority 3 – Capital Items	<u>\$3,022,972</u>
TOTAL	<b>\$10,209,145</b>

The state office was able to allot \$6 million dollars for operations contracts this year. This permits funding of the following:

Priority 1 – Statewide dialing	\$2,501,849
(Funded completely)	
Priority 2 – Basic Service	<u>\$3,653,142</u>
(Funded through County Coordinator's Salary)	
Sub-Total	<b>\$6,154,991</b>
Reserve	<u>\$ 600,000</u>
TOTAL	<b>\$6,754,991</b>

The following is what the State dollars will be funding in detail:

• Tariff charges for E911 Emergency lines and services	\$ 125,383
• Tariff database	\$ 84,551
• Database Management	\$ 333,055
• Maintenance on telephone systems for 911	\$ 207,567
• Telephone system for 911	\$1,749,293
• Maintenance on TDD/TTY	\$ 500
• TDD/TTY	\$ 1,500
• Maintenance on call detail recorder and/or printer	\$ 1,000
• Call detail recorder and/or printer	\$ 5,260
• Maintenance on Instant call checks	\$ 5,300
• Instant call checks	\$ 8,000
• Maintenance on UPS	\$ 23,825
• Uninterruptible Power Supply	\$ 68,389
• 911 data management system	\$ 62,695
• Map display	\$ 56,275
• Headsets for call takers	\$ 37,865
• 911 call receiver salaries & benefits	\$ 2,243,557
• County E911 Coordinator duties	<u>\$ 1,140,966</u>
<b>TOTAL</b>	<b>\$ 6,154,991</b>

Kurt stated that at this time, there is a current shortfall of \$ 601,647, but that amount is decreasing due to the money coming back in from the counties. The state office is looking at additional funding sources. Discussion ensued regarding the above information.

#### **Budget:**

Kurt Hardin explained how the budget process for the next biennium works.

#### **NEW Business:**

Rick Sucee from Whatcom County spoke regarding RCW 82-14B.060 – which allows carriers to recoup administrative costs to collect the 911 excise tax. He would like the state to take a look at this and see about setting guidelines. Discussion ensued regarding this issue. There was a request to review the RCW or the WAC, to determine if there is a limit to the amount that can be recouped.

Kurt proposed to the Advisory Committee, due to the wide variety of associations/organizations that are represented on the committee, that if starting in September a different association/organization would report out at the Advisory Committee. These reports of what they are doing or what the purpose of their association/organization is and does, in a 10 to 15 minute presentation at each of the Advisory Committee meetings. This would keep the Advisory Committee and other interested parties informed of what each is doing. Discussion ensued regarding this. There was a suggestion for each of the Associations/Organizations to write up a one page report on what they do and then put them in the packets and include the links to their website. Discussion ensued regarding this issue.

***Jon Kaino motioned to bag this whole idea. Bill Graedel seconded the motion. The motion carried.***

Steve Reinke volunteered to chair the new Wireless WAC sub-committee meeting for the rule-making portion.

There was a request to table the De-Obligated funds issue until the September meeting.

Kurt requested that the County Coordinators pick up the current list of MSAG Coordinators and send any changes to Teresa Lewis at the state office.

***The next meeting will be held THURSDAY, AUGUST 22, 2002 at THE RADISSON SEATAC HOTEL.***

**ACTION ITEMS:**

***Dan Aycock motioned to approve the minutes from the June 13, 2002 meeting as written. Dan LaRoche seconded the motion. The motion carried.***

***Jon Kaino motioned to bag this whole idea. Bill Graedel seconded the motion. The motion carried.***